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HOW TO APPLY

Clicking on the **APPLY NOW** link next to the job title on the Open Competitive Listing will bring you to the online application process.

ADDITIONAL INFORMATION

Your application evaluation results will be emailed to the address you use to login to your online account.

Qualified applicants will be placed on an Employment Register for this classification.

The Bureau of Human Resources reserves the right to use any scoring methods necessary to identify the most qualified candidates.

Career Opportunity Bulletin

CHIEF OF SECURITY

Code: 500000

Pay Grade: 26 (\$44,179.20 - 60,486.40/yr.)

Open for Recruitment: June 25, 2014 - July 9, 2014

Only Employees With Promotional Status In The Department Of Corrections May Apply.

JOB DESCRIPTION

The Department of Corrections, Mountain View Youth Development Center has a current vacancy in Charleston. This is investigative and protective services work of a managerial nature in directing and coordinating security functions at a correctional facility. You will be scheduling institutional security personnel, crisis intervention and prevention, and coordinating training and housing assignments.

Typical Duties

- Recommends institutional policies, rules, regulations, and procedures pertinent to internal and external custody and security operations in order to ensure proper security standards are established and maintained.
- Directs and oversees institution security operations in order to ensure established security standards are met.
- Evaluates inmate progress and determines appropriate housing assignments in order to ensure inmate and institution needs are met.
- Directs inspections of inmate housing areas in order to ensure adequate hygiene and safety measures are enforced and safeguard areas from contraband.
- Develops and recommends plans and procedures for handling escapes, riots, and other disturbances in order to ensure a prompt and correct response.
- Determines staffing needs and schedules personnel in order to ensure adequate and continuous security coverage.
- Evaluates work performance of correctional staff in order to identify training needs and ensure established standards are met.
- Monitors daily security shift briefings in order to ensure staff are aware of current security issues and new or changed policies and procedures and to ensure security and treatment activities are coordinated.

MINIMUM REQUIREMENTS

In order to qualify, you must have an eight (8) year combination of education, training, and experience in correctional institution security and/or with inmate care and custody programs which includes at least five (5) years of responsible supervisory experience.

Value of State-paid Dental Insurance: \$13.13 biweekly

Value* of State-paid Health Insurance:

- Level 1: 100% State Contribution (employee pays nothing): \$375.10 biweekly
- Level 2: 95% State Contribution (employee pays 5%): \$356.35 biweekly
- Level 3: 90% State Contribution (employee pays 10%): \$337.59 biweekly
- Level 4: 85% State Contribution (employee pays 15%): \$318.84 biweekly

*The level of the actual value of state paid Health Insurance will be based on the employee's wage rate and status with regard to the health credit premium program as of July 1, 2014.

Value of State's share of Employee's Retirement: 22.5% of pay.